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Scott Walker
Governor

Donald P. Dunbar
Adjutant General

***HS Mutual Aid Radio
Purchase/Reprogram/Trunking upgrade
(2013)***

Grant Announcement

**Applications must be submitted through
Egrants on or before November 20 2014**



STATE OF WISCONSIN

DEPARTMENT OF MILITARY AFFAIRS

SCOTT WALKER
GOVERNOR

DONALD P. DUNBAR
ADJUTANT GENERAL

Important Contact Information for this Grant Opportunity:

| | |
|---------------------|---|
| Program/Policy: | Shannon Ladwig (608) 242-3231 shannon.ladwig@wisconsin.gov |
| Budget/Fiscal: | Deb Hughes (608) 242-3236 deborah.hughes@wisconsin.gov |
| Egrants Assistance: | Weekdays, 7:30am – 4:00pm Email: WEMEgrants@wisconsin.gov Telephone: (608) 242-3236 |

The Egrants system user guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted on the grants page of the WEM website: <http://emergencymanagement.wi.egrants.us/filecabinet/egrants-system-user-guide.pdf>

Online Help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

Grant Announcement Summary

Grant Title: HS Mutual Aid Radio Purchase/Reprogram/Trunking Upgrade (2013)

Description: The purpose of the program is to ensure that Daily Users of Wisconsin Interoperable System for Communications (WISCOM) agencies have the ability to access common or shared mutual aid channels for voice communications.

Funding will be based awarded based on a review of the submitted Homeland Security Grant Program (HSGP) Radio Replacement/Reprogram/Upgrade Forms, attached to this document. This is a competitive grant opportunity and not all requests may be fully funded.

Opportunity Category: Limited Eligibility

Important Dates:

Application Due Date: 11/20/2014

Project Start Date: 12/12/2014

Project End Date: 6/30/2015

Anticipated Funding Amount: \$651,498 is available under this funding opportunity

Match/Cost Sharing Requirement: Grant funds will cover the following expenses:

- Reprogramming of eligible radios will receive 100% of total expense.
- Upgrading eligible radios with firmware/software will receive 75% of total expense; the sub-grantee is responsible for covering the remaining cost.
- Replacement of eligible radios will receive 75% of the total expense with a maximum reimbursement of \$1,800 for a portable radio and \$3,000 for a mobile radio; the sub-grantee is responsible for covering the remaining cost.
- Training provided by the vendor, manufacture, or other competent source specific to that piece of equipment only, will receive 75% of the total expense; the sub-grantee is responsible for covering the remaining cost.

Eligibility: Eligible applicants are limited to the following daily-users of WISCOM:

- Douglas County
- Dunn County
- City of Fond du Lac
- Iowa County
- Juneau County
- Kewaunee County
- Sawyer County
- Taylor County
- City of Greenfield

DUNS Number: The federal government now requires a DUNS number as part of the grant application to keep track of how federal grant money is awarded and dispersed. If your organization needs to obtain a DUNS number, go to <http://fedgov.dnb.com/webform>. You can also search this site if you cannot find your agency's number. Under normal circumstances, a new account can be created in 24-72 hours. The federal government has published DUNS Frequently Asked Questions at <http://fedgov.dnb.com/webform/displayFAQPage.do>. Check with your agency's financial office before registering for a DUNS number - it is likely your agency already has one.

WEM cannot award grant funds until an active DUNS number is provided.

Eligible Expenses:

All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal grants (supplanting) will be the subject of monitoring and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

Funding may be used for Portable, mobile radios (including dual control head radios).

In order to be reimbursed, the applicant must submit a separate invoice for each agency participating in the grant opportunity.

Equipment must fit within the jurisdiction's preparedness plan as well as the Statewide Communication Interoperability Plan. Equipment under this grant should be deployed consistent with current mutual aid agreements in the jurisdiction.

Radio Replacement Criteria: radios with fewer than 32 channels that cannot be reprogrammed to include 24 mutual aid channels are eligible for replacement. In some cases radios that have more channels may be replaced if they are not software re-programmable. UHF radios must be replaced with VHF radios.

Subscriber radios will meet these requirements:

- Compliant with current Project 25 (P25) standards (ANSI/TIA/EIAA-102; Phase 1)
- Equipment must qualify for WISCOM operation through the Subscriber Certification Program.
- Capable of operating on two (2) or more P25 trunked systems upon purchase or via firmware uplift
- Capable of passing the adopted and current P25 "Enhanced VOCODER. Methods of Measurement of Performance" specified in (Telecommunications Industry Standard) TIA-102.BABG
- P25 digital trunking enabled
- Provide 512 channel minimum capacity for Law Enforcement, Fire, EMS. Provide 125 channel minimum capacity for Public Works.

- Minimum capability of 128 control channels
- Equipped with an alphanumeric display
- 138-174 MHz band spread
- Wideband antenna (139-169 MHz or better)
- Programmed according to Statewide Mutual Aid Frequency Plan within the Statewide Communications Interoperability Plan (available for download on the Interoperability website at interop.wi.gov) with a minimum of 25 narrow banded statewide mutual aid channels.
- Programmed with the appropriate WISCOM talk groups

Subscriber units

Portable radios:

EF Johnson 5100 series (5100 ES/51SL ES)
Harris P5400 series (Scan or System)
Harris P5500 series (Scan or System)
Harris Unity series (XG75, XG100)
Icom F9011
Kenwood TK5210 and TK5220
Motorola XTS series (1500/2500/5000)
Motorola APX portables (APX6000, 7000)
Relm KNG P150
Tait TP9100 series

Mobile/Base radios:

EF Johnson 5300 series (5300 ES/53SL ES)
Harris M7100 series (Scan or System)
Harris M7300 series (Scan or System)
Harris Unity series (XG75, XG100)
Icom F9511
Kenwood TK5710 and TK5720
Motorola XTL series (15 00/2500/5000)
Motorola APX mobiles (APX6500, 7500)
Relm KNG M150, B150
Tait TM9100 series

Upgrade

All radios acquired through prior Homeland Security grant funding rounds that currently do not have trunking capability are eligible for funding for the trunking upgrade.

Reprogramming

Radio programing must be performed by a WISCOM authorized programmer, for system key and programming information contact wicomtech@dot.wi.gov

HS Mutual Aid Radio Purchase/Preprogram/Trunking Upgrade (2013)

Program Description

WEM will provide funds in order to resolve existing communication interoperability issues among emergency response agencies and disciplines whose counties are considered Daily Users of the Wisconsin Interoperable System for Communications (WISCOM).

The daily user agencies may request funding to reprogram current radios due to WISCOM programming changes or other local needs, add trunking capable firmware to existing radios, or purchase new radios that were not funded in previous rounds of grant funding. Applicants are encouraged to consider public works and other disciplines in addition to Law Enforcement, Fire, Emergency Medical Services (EMS), and Emergency Management offices when submitting the request.

Submit Applications Using Egrants

Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, you will need to register for access to the system. To register online, go to <http://register.wisconsin.gov/AccountManagement/> and complete the 'self registration' process.

Authorization to access Egrants can take several days depending on registration activity. The WEM help desk is open Monday-Friday 7:30am-4pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application.

An Egrants System User Guide is posted on the WEM website:

<http://emergencymanagement.wi.egrants.us/filecabinet/egrants-system-user-guide.pdf>

Application Components

Through Egrants, you will provide WEM with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to Shannon Ladwig at (608) 242-3231 or at shannon.ladwig@wisconsin.gov.

Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button. Please note: When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

In the Brief Project Description text box, please describe your project in 150 words or less. A suggested format is included for your convenience:

“Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?) [If appropriate, add which area(s) of the state will benefit]”

Responses to this section will be used on the WEM website, cited in WEM reports and could be mentioned in press releases. Plain language that clearly describes the intent of the project is most effective.

1. Approval Checklist

Answer Yes, No, or N/A (not applicable) to each question.

2. Performance Measures

Please open this section and change the page status to Complete; then SAVE the page. Performance Measures will be identified and collected during post-award reporting rather than through this funding application process.

3. Budget Detail

Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period. It is important that you include specific details for each budget line item, including cost calculations.

Equipment: Homeland Security equipment grants require that all equipment (regardless the cost) be entered in this category so that applicants can select from authorized equipment lists. Equipment is defined as items used for prevention, emergency response, and recovery operations.

Supplies and Operating Expenses: Includes consumables such as paper, stationery, postage, and software. Also includes operating expenses such as rent and utilities. Show computations for all items. For example, Rent: \$150/mo x 12 months = \$1,800.

Consultants/Contractual: Provide costs associated with individuals or entities providing services through a contractual arrangement. With the exception of a few justified sole source situations, contracts should be awarded via competitive processes. Attach detailed information to support the total cost of each contract. For each consultant enter the name, if known; service to be provided; hourly or daily fee (8 hour day); and estimated time on the project. Consultant fees in excess of \$450 per 8 hour day require additional justification (contact WEM). List all expenses to be paid from the grant to the individual consultant in addition to their fees (e.g., travel, lodging, meals, etc.). Show the basis of computation for each service requested. Within 30 days of grant award date, a signed contract must be received by WEM. No fund reimbursements will be made prior to receipt of the contract.

4. Needs Description

Upload a separate Homeland Security Grant Program (HSGP) Radio Replacement/Reprogram/Upgrade Form for each requesting agency. Explain the reason for the request including how the purchase of a new radio, upgrade, or reprogramming will reduce a communication barrier for the agency.

Explain how the totality of the requests in this application relate to existing needs and past grant awards for radios and WISCOM implementation.

Application Review and Award Criteria

All applications must be submitted on or before the deadline and will be screened for completeness and compliance with the instructions provided in this announcement. WEM staff will review applications to ensure consistency with statewide strategies and make funding recommendations to the Adjutant General. All final grant award decisions will be made by the Adjutant General.

- ✓ If funding requests are greater than available funding, Homeland Security staff will review request justification and prioritize. All unfunded requests will be placed on a list for potential future funding.

Post-Award Special Conditions/Reporting Requirements

If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials. At that time, please review all of your grant award special conditions and Egrants reporting requirements. In addition to any special conditions described in your award documents and reporting requirements contained in Egrants, you will need to provide the following:

1. All personnel who utilize equipment purchased with funds from this grant must receive training either through the equipment vendor or other competent source specific to that piece of equipment.
2. Training reimbursement requests must upload a class roster into Egrants progress report reflecting: each person trained, date of training, training length, and name of instructor.
3. Communications projects and equipment purchases must comply with Wisconsin's Statewide Communications Interoperability Plan.
4. Equipment shall be maintained and available for use as intended by the grant for the duration of its useful life. Disposal of equipment must follow all applicable state, federal, and local guidelines. The grantee must maintain records of any equipment disposal or transfer of ownership. Any proceeds from the sale of equipment at or near the end of its useful life will be considered program revenue and must be reinvested into eligible homeland security expenses.
5. Agencies that accept funding are responsible for all sustainment costs.

Additional Resources

Additional information about Wisconsin Emergency Management and resources to assist with Egrants is available as follows:

- Wisconsin Emergency Management website: <http://emergencymanagement.wi.gov/>

- A helpful Egrants User Guide is posted on the Egrants page of the WEM website.
<https://egrants.emergencymanagement.wi.gov/egmis/EgrantsExternalUserGuide9-12-2014WEM.pdf>. It includes registration through grant award instructions.
- Online Help is available in many areas of the Egrants program – watch for the Help Buttons.
- Egrants Helpdesk is staffed on non-holiday weekdays between 7:30AM and 4:00PM.
Email: WEMEgrants@wisconsin.gov
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